

Polk Extension District Board Meeting – January 20, 2016
1:30PM Extension Office - Large Meeting Room
Chairman, Commissioner Craig Pope
Commissioner, Mike Ainsworth, Commissioner Jennifer Wheeler
District Administrator Greg Hansen
Regional Administrator, Derek Godwin, County Leader, Susan Busler
PECAN Chair, Barbara Nichols

1. Call meeting into session - Chairman Pope Time _____

2. Announcements

- Next Meeting - April 20, 2016

3. Comments for items not on this Agenda

4. Approval of Agenda

5. Approval of Minutes – October 14, 2015

6. New Business:

Regional Administrator Update – Derek Godwin

- Regional / Statewide Extension Updates
- Budget Update

County Leader Update – Susan Busler

Polk County Update – Commissioners

PECAN Update – Barbara Nichols, Jim Clawson

Proposed Agritourism Project Polk and Marion Counties – Mary Stewart

7. Re-Appointment to Polk Extension Service District Budget Committee – Barbara Nichols

8. Public Comment, Discussion or Announcements

Adjourn Time _____

Polk County Extension Service District Meeting
October 14th, 2015
OSU Extension Service, Polk County – Conference Room

Commissioner Pope called meeting into session at 1:49pm.

Present: Jim Clawson, Barbara Nichols, Dolores May, Jennifer Wheeler, Alisha Atha, Christopher Scadden, Jenny Chavez, Karin Stutzman (Polk SWCD), Derek Godwin, Craig Pope, Mike Ainsworth

Comments for items not on agenda

- Barbara Nichols mentioned that we need to look at Budget Committee members whose terms are ending, Craig Pope agreed this is item we can add to agenda for next meeting.

Approval of Agenda

- Jennifer Wheeler moved, Craig Pope Seconded, Motion Passed Unanimously.

Approval of Minutes of June 24th, 2015 Meeting

- Jennifer Wheeler moved, Craig Pope Seconded, Motion Passed Unanimously.

New Business

Extension Regional Administrator Update

Derek Godwin introduced two newer members of Polk County office.

- Jenny Chavez, just started as Program Manager for SNAP-ed program for Polk, Marion and Yamhill at 1.00 FTE. Jenny announced new collaboration with Food Pantries. Teach class at food pantry and participants get to take home food as well as bag of groceries.
- Christopher Scadden SNAP-ed Educational Program Assistant. He has been working at Independence Elementary School delivering Nutrition classes to elementary school focusing on My Plate curriculum. Prepares tastings at each of his classes and sends the recipes home with kids. Teaches in both English and Spanish.

Derek Godwin gave update on open faculty positions. Timeline for each position varies greatly, but they all are most likely several months out. Complete list of each of the positions reported on are on attachment "Regional Administrator Update".

- Vacant Family Community Health (FCH) position for Polk Yamhill
 - o Derek met with Roger Renekamp, who is looking at Extension Health positions around the state, as well as FCH positions where he can. He believes that they will soon be announcing a FCH position for Yamhill/Polk, housed in Yamhill. New position would be 50/50 Polk Yamhill and focus on volunteer management, and MFP. Will be part of team including Jenny Chavez and Tonya Johnson (Marion County). Although there is concern over significant differences in community composition and needs in Polk and Yamhill counties, with the new position working closely as team with Jenny and Tonya is likely for the region to be better covered overall.
- Open Campus, Juntos Coordinator

- Currently interviewing. Position housed in Yamhill County, will serve Marion, Polk and Yamhill. Position funded 50/50 by Chemeketa and Extension. Program encourages and supports youth to graduate high school and continue to college or technical program. Will have elementary, middle school, high school and college components to the program. Program focuses on Latino population, but not limited to Latino only.

Derek reported Polk Extension FY15 end of year balance \$2057.63

4-H and County Leader Update

- Suzi Busler could not be present so will submit her update via email.
- Update: A report was not submitted so Suzi will combine her update with her update for the January 2016 meeting.

PECAN update

- Barbara Nichols reported on Master Gardener (MG) Fall Fling. MG's held Fall Fling Gardening Fair in September. Had change of venue and moved to new Army Readiness Center. Attendance was down by about 10%, which they attribute to the fact that the event was held on Labor Day weekend. Approx. 150 attended.
- PECAN Priorities:
 - STEM (Science Tech Engineering Math) and STEAM (Science Tech Engineering Art Math) in schools.
 - Looking for new volunteers to help with efforts.
 - Marketing programs offered by Extension office. Derek, Suzi and Alisha are working on a marketing plan for this year, which would include a community report that highlights the impacts that we are making in the community.
 - Suzi is working on having some of her 4-H ambassadors get involved in the marketing of Extension
- Relationships with key community partners
 - Need a refresh of the group by adding new members and getting new ideas
 - Open Campus

Partner Update – Karin Stutzman, Polk Soil and Water Conservation District

- This was first short year of 5 year funding to help restore Oak Savannah. SWCD granted \$2 million towards restoration. They choose properties to help fund focusing on those which will be protected for longer amount of time.
- OR Department of Agriculture doing strategic implementation of riparian restoration. Through Google Earth imagery, ODA identifies landowners who have perennial or seasonal stream running through property who may be out of compliance. ODA sends letter to landowner if out of compliance and need for repairs. If land owner chooses, SWCD will help come up with solutions and work with landowner. Small grants \$10,000 or less could be given, along with contribution of land owner.
- New position about to be announced: Full time Resource Conservationist - Farms. Position will provide professional technical service directed towards the development and implementation of ODA Focus Area Plan objectives for agricultural water quality and farm management.

- Working with City of Dallas and BLM Water Resources Dept. about Mercer dam. Trying to come up with plan to manager that water resource.

Polk County Update:

- Craig Pope putting together proposal and apply for place space study.

Schedule District Meeting Dates for coming year

- Proposed dates tentative on checking schedules. Will also need to schedule Budget Hearing date.
 - o Proposed dates for 2016: January 20, April 20, June 15, October 12.

Meeting adjourned at 3:08pm

DRAFT

Polk County Extension Service District and PECAN Regional Administrator Update

October, 2015

Faculty Position Update

The 2015 Oregon Legislature provided a significant increase in funding for the OSU Statewides, which includes increased positions and support for the Agriculture Experiment Stations (AES), Extension Service and Forest Research Labs. Here is an update on new/vacant Extension positions affecting Polk County. Some of the Ag positions may include AES funding.

State/Federal funded positions

Field Crops, Marion/Clackamas, helps valley team – Marion (existing funds)
Pollinator Biology and Management, Willamette Valley – campus
Dairy Management, Willamette Valley – Marion
Pest (Slug) specialist, Willamette Valley – campus
Vegetable and Seed Crops, Willamette Valley – NWREC
Orchard Crops, Willamette Valley – NWREC, filled September 15th (existing funds)
Nutrient and Water Management, state, - campus
Agriculture Technology, state – campus
Forestry and Natural Resources, serving Lane but helps team – Lane
Timber Harvesting, statewide – campus
Open Campus, Juntos Coordinator, Marion-Polk-Yamhill – Yamhill
Health Extension, Tillamook/Lincoln but part of team – Tillamook

Marion Service District funding – serving Marion County but helps Polk

Economic Development – Agritourism, 0.50 FTE
Small Farms and Community Food System – 0.75FTE (pending approval)
Agriculture faculty research assistant – 1.0 FTE, split in various positions, priority to serve vegetable crops and field crops

Grant-funded position

SNAP-Ed Program Manager – Hired Jenny Chavez, based in Polk, managing 7 SNAP Educators for Marion, Polk and Yamhill region; May add EFNP and/or teach

Vacant – Family and Community Health for Polk/Yamhill

Roger Rennekamp, FCH Program Leader, proposed one position for Washington/Yamhill and one for Marion/Polk, due to financial constraints. Several of us pushed back on this plan citing significant differences in community composition and needs in Polk and Yamhill compared to Washington and Marion. We also argued that these positions need to be community-based and not trying to be served from far distances. Roger is thinking about an alternative way to fund these four counties.

Open Campus Initiative

- Intergovernmental Agreement with Chemeketa, co-funding a Juntos Coordinator position based on McMinnville campus.
- Building collaboration on agriculture degrees, trying to obtain funding for Open Campus Agriculture coordinator position.
- Create partnership with new Chemeketa Dean for Dallas campus.
- Improve relationships with K-12 schools.

Mary Stewart
Applied Economics – Agritourism Faculty;
Communications & Marketing Coordinator;
County Leader
OSU Extension Service, Marion County office
(503) 891-4103 (text also)
Mary.stewart@oregonstate.edu

Collaborative Community Engagement: Experiential Learning through Extension

Revised 1/11/16

Project Name: Marion County Extension Agritourism Region Development Project

Faculty Project Manager: Mary Stewart-OSU Extension, Marion County Leader, Communications, Applied Economics-Agritourism, Mary.stewart@oregonstate.edu, 503-891-4103

Community Need: Identify, inventory and analyze farms that currently conduct—or have potential to diversify and conduct—farm-consumer direct sales and other agritourism activities.

Agritourism brings consumers onto farms* to purchase products and experiences (*farms of all kinds including vineyards, nurseries, fresh vegetables, etc.) and agriculture processing facilities (facilities of all kinds including wineries, cideries, seed cleaning, tree packing, nut drying, food processing, etc.) and includes on-farm product sales, outdoor recreation, hospitality, agritainment, educational and off-farm product sales.

In Marion County, there is new momentum for agritourism development, however, there is currently no research information about the agriculture industry sector that has been systematically gathered and analyzed.

Project Description: Engages students who will work with the faculty member to identify, inventory and analyze farms that conduct, or have an interest in diversifying to conduct, farm-to-consumer direct sales and other agritourism activities. This project will be conducted by a team of 10 students.

Tasks

- Work with the agriculture faculty to:
 1. Make an internet search and conduct interviews with agriculture community/organizational leaders and OSU Small Farms program to identify farmers who currently conduct or have an interest in developing consumer-direct sales and agritourism activities. Each student will be assigned a different section of Marion or Polk counties to study.
 2. Conduct telephone interviews (and some interviews in the field as time allows) to gather detailed information about the operations, including: business and contact name, location, type of farm, acreage, land use zone, types of products sold and types of activities held. Students will ascertain the presence of the characteristics of Visitor

Readiness and note that in the study. Obtain photograph(s) of the operation as much as possible. Any photography taken on private property will need to have a signed OSU Extension photo release. Acquire permission to post any information on website or Facebook.

3. Create a reporting tool (models are available) that will display this inventory of the agritourism sites in Marion and Polk Counties that has been gathered by the students and faculty member.
4. Determine the share of the sectors and subsectors. Illustrate the research with graphs. Plot the sites on a map (models are available).
5. Post “releasable” results on OSU Extension, Marion County, website pages and Facebook.

Time Commitment

1. Orientation — 4 hours/student: 40 hours
2. Task 1 – 10 hours/student: 100 hours
3. Task 2 – 24 hours/student: 240 hours
4. Task 3 – 2 students, 8 hours each: 16 hours
5. Task 4 – 2 students, 8 hours each: 16 hours
6. Task 5 – 6 students, 8 hours each, must have web/social marketing skills: 48 hours
7. Final Report – 4 hours/student: 40 hours

Budget

Detail—Meetings with faculty, agriculture industry organization representatives and farms:

1. (30) Round trips, Corvallis to Salem = 70 miles (RT) @ \$.575 = \$40.25 x 30 = \$1208
2. Driving in Marion and Polk Counties to interview, confirm information and/or take photography. 300 miles x 10 students @ \$.575 = \$1725
3. Supplies = \$50

Polk Extension Service District

289 E Ellendale Ave., Suite 301, Dallas, Oregon 503-623-8395

TO: Board of Directors of the Polk Extension Service District

FROM: Heather Chase, Executive Assistant

DATE: January 20, 2016

SUBJECT: RE-APPOINTMENT TO POLK EXTENSION SERVICE DISTRICT BUDGET COMMITTEE

RECOMMENDATION:

That the Board re-appoint Barbara Nichols (Position 2) to a three-year term to the Budget Committee for Polk Extension Service District.

ISSUE:

Should the Board make a re-appointment to the Budget Committee for Polk Extension Service District?

BACKGROUND:

Barbara Nichols currently serves on the Budget Committee for Polk Extension Service District, and has agreed to continue serving on the Board for another three-year term.

FISCAL IMPACT:

None

BOARD OF DIRECTORS: Craig Pope * Mike Ainsworth * Jennifer Wheeler